

County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES

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June 20, 2006

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**RECOMMENDATION TO AWARD GENERAL RELIEF
OPPORTUNITIES FOR WORK (GROW) PROGRAM SUPPORT SERVICES
CONTRACT TO LOS ANGELES COUNTY OFFICE OF EDUCATION
(ALL DISTRICTS - 3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Delegate authority to the Director of the Department of Public Social Services (DPSS) to prepare and execute a contract, in substantially similar form as the enclosed with the Los Angeles County Office of Education (LACOE) for GROW Program Support Services for three years commencing July 1, 2006 through June 30, 2009, at a maximum cost of \$6,865,984 which will be partially offset by federal funds allocated for the Food Stamp Employment and Training (FSET) program.
2. Delegate authority to the Director of DPSS, to prepare and sign amendments to the contract that result in any decrease, or any increase of no more than 10 percent of the original Contract amount when the change is necessitated by additional and necessary services that are required in order to comply with changes in federal, State or County requirements. The approval of County Counsel and the Chief Administrative Office (CAO) will be obtained prior to executing such amendments.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended action will allow DPSS to continue vital GROW program support services including training and technical support for GROW services providers, and specialized Job Skills Preparation Classes (Specialized JSPC) to the County's GROW Program participants (collectively referred to as Program Support Services). The GROW program offers employment and training services to employable General Relief participants and is designed to help them obtain jobs and achieve self-sufficiency. The Specialized JSPC's include Security Guard training, Office Occupations training, and FASTRAK, an accelerated job club for returning participants. The current contract expires June 30, 2006.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan: Goal #5: Improve the well-being of children and families in Los Angeles County, Strategy #2: Enhance the ability of families to achieve self-sufficiency and economic well-being.

FISCAL IMPACT/FINANCING

The total maximum cost of the GROW Program Support contract for the three-year period is \$6,865,984. The cost of the contract is partially offset by federal funds allocated for the FSET Program. The remainder is net County cost, which is estimated at \$1,135,864, \$1,153,550 and \$1,171,729 for the first, second and third contract year, respectively, for a total of \$3,461,143 for the three years. Funding for FY 2006-07 is included in the Department's proposed budget. Future years' costs will be included in the Department's annual budget requests for those years.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The current contract for these services expires June 30, 2006. The recommended contract is for three years with a fixed monthly fee. The contract includes provisions to adjust payments based on actual expenses incurred.

Since the recommended contract requires the development and utilization of resources, training and logistical support which are not routinely performed by County staff, it continues to be a non-Prop A contract.

The recommended contract has been approved as to form by the CAO and County Counsel.

CONTRACTING PROCESS

The GROW Program Support Services contract with LACOE was negotiated as a contract with a public education institution, as permitted by California Department of Social Services regulations Section 23-650.1.12. During negotiations, LACOE agreed to keep the cost at the current rate for the first year of the new contract term with a modest increase in costs for the remaining two years of the contract term. LACOE has the expertise and resources required to provide Program Support Services, including curriculum development, operation of Specialized JSPC's, training of GROW service providers' facilitators, and providing technical assistance for the GROW Program.

CONTRACT PERFORMANCE

The monitoring of the current contract is performed on a quarterly basis. The last monitoring for the period of October 1, 2005 through December 31, 2005 was completed in April 2006 and the monitoring report was issued in May 2006. Overall the current contractor, LACOE, was in compliance with the contract requirements. LACOE placed 26 percent of FASTRAK participants, 23 percent of Office Occupations participants, and 73 percent of Security Guard Training participants, into full-time employment.

DPSS verifies contract performance by utilizing participant interviews, on-site visits and classroom observations, participant case reviews, and voluntary participant satisfaction survey results.

For the recommended contract, the expected performance outcome is to prepare Los Angeles County employable GR participants to seek and obtain full-time unsubsidized employment. The full-time job placement rate of the participants who start a Specialized JSPC is used as the standard measurable outcome. The minimum placement rates for the three Specialized JSPC's are as follows: 1) a 25 percent placement rate per quarter for the participants starting FASTRAK; 2) a 35 percent placement rate per quarter for the participants starting specialized Office Occupations Classes; and 3) an 80 percent placement rate per quarter for the participants starting specialized Security Guard training.

IMPACT ON CURRENT SERVICES

The recommended action will not infringe on the role of the County in relationship to its residents and the County's ability to respond to an emergency will not be impaired. There is no change in risk exposure to the County.

CONCLUSION

Upon Board approval, the Executive Officer, Board of Supervisors, is requested to return one adopted, stamped Board letter to the Director of DPSS.

Respectfully submitted,



Bryce Yokomizo
Director

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Enclosure

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors